

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://www.steubencountyida.com">www.steubencountyida.com</a>
2. Are the procurement guidelines reviewed annually, amended if needed, and approved by the Board?	Yes	
3. Does the Authority allow for exceptions to the procurement guidelines?	Yes	
4. Does the Authority assign credit cards to employees for travel and/or business purchases?	Yes	
5. Does the Authority require prospective bidders to sign a non-collusion agreement?	Yes	
6. Does the Authority incorporate a summary of its procurement policies and prohibitions in its solicitation of proposals, bid documents or specifications for procurement contracts?.	Yes	
7. Did the Authority designate a person or persons to serve as the authorized contact on a specific procurement, in accordance with Section 139-j(2)(a) of the State Finance Law, "The Procurement Lobbying Act"?	Yes	
8. Did the Authority determine that a vendor had impermissible contact during a procurement or attempted to influence the procurement during the reporting period, in accordance with Section 139-j(10) of the State Finance Law?	No	
8a If Yes, was a record made of this impermissible contact?		
9. Does the Authority have a process to review and investigate allegations of impermissible contact during a procurement, and to impose sanctions in instances where violations have occurred, in accordance with Section 139-j(9) of the State Finance Law?	Yes	

Procurement Transactions Listing:

1. Vendor Name: Howell Liberatore & Associates, Inc.

Type of Procurement: Technology - Consulting/Development or Sup  
Award Process: Authority Contract - Competitive Bid  
Award Date: 05/01/2011  
End Date:  
Amount: \$17,850  
Amount Expended for Fiscal Year: \$30,608.46

Address Line1: 50 Pennsylvania Avenue  
Address Line2: PO Box 999  
City: ELMIRA  
State: NY  
Postal Code: 14902  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Website development and Logo

2. Vendor Name: Infinity Management Services

Type of Procurement: Other  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$7,326

Address Line1: 378 Duane Street  
Address Line2:  
City: HORNELL  
State: NY  
Postal Code: 14843  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: catering of Annual Meeting

Procurement Transactions Listing:

3. Vendor Name: James Griffin

Type of Procurement: Consulting Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 01/01/2011  
End Date: 12/31/2011  
Amount: \$25,200  
Amount Expended for Fiscal Year: \$25,200

Address Line1: 40 Main Street  
Address Line2:  
City: HORNELL  
State: NY  
Postal Code: 14843  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Consulting

4. Vendor Name: James Sherron

Type of Procurement: Consulting Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 08/01/2011  
End Date: 07/31/2014  
Amount: \$50,000  
Amount Expended for Fiscal Year: \$16,666.64

Address Line1: P.O. Box 393  
Address Line2: 7234 State Route 54  
City: BATH  
State: NY  
Postal Code: 14810  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Consulting

Procurement Transactions Listing:

<p>5. Vendor Name: LaBella Associates, P.C.</p> <p>Type of Procurement: Other Professional Services  Award Process: Authority Contract - Non-Competitive Bid  Award Date: 07/25/2006  End Date:  Amount: \$45,960  Amount Expended for Fiscal Year: \$8,202.89</p> <p>Address Line1: 300 State Street, Suite 201  Address Line2:  City: ROCHESTER  State: NY  Postal Code: 14614  Plus 4:  Province Region:  Country: USA</p> <p>Procurement Description: Environmental Engineers for Wind farm project</p>	<p>6. Vendor Name: Sullivan &amp; Leyden</p> <p>Type of Procurement: Legal Services  Award Process: Authority Contract - Non-Competitive Bid  Award Date: 01/01/2011  End Date: 12/31/2011  Amount: \$10,920  Amount Expended for Fiscal Year: \$10,920</p> <p>Address Line1: P.O. Box 396  Address Line2:  City: WAYLAND  State: NY  Postal Code: 14572  Plus 4:  Province Region:  Country: USA</p> <p>Procurement Description: Legal Services</p>
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Procurement Transactions Listing:

7. Vendor Name:	Susan Payne	8. Vendor Name:	Three Rivers Development Corporation
Type of Procurement:	Consulting Services	Type of Procurement:	Consulting Services
Award Process:	Authority Contract - Competitive Bid	Award Process:	Authority Contract - Non-Competitive Bid
Award Date:	01/01/2011	Award Date:	07/01/2011
End Date:	12/31/2011	End Date:	12/31/2012
Amount:	\$11,500	Amount:	\$36,000
Amount Expended for Fiscal Year:	\$8,500	Amount Expended for Fiscal Year:	\$12,000
Address Line1:	19 Carol Court	Address Line1:	114 Pine Street, Suite 201
Address Line2:		Address Line2:	
City:	ENDWELL	City:	CORNING
State:	NY	State:	NY
Postal Code:	13760	Postal Code:	14830
Plus 4:		Plus 4:	
Province Region:		Province Region:	
Country:	USA	Country:	USA
Procurement Description:	Strategic Planning and transition services	Procurement Description:	To support efforts to develop an energy institute for Steuben County

Procurement Transactions Listing:

9. Vendor Name: Three Rivers Development Corporation

Type of Procurement: Consulting Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 01/01/2011  
End Date: 06/30/2011  
Amount: \$12,000  
Amount Expended for Fiscal Year: \$12,000

Address Line1: 114 Pine Street, Suite 201  
Address Line2:  
City: CORNING  
State: NY  
Postal Code: 14830  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Economic Development consulting services

Procurement Report for Steuben County Industrial Development Agency

Run Date: 03/30/2012

Fiscal Year Ending: 12/31/2011

Status: CERTIFIED

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Procurement Transactions Listing:

Additional Comments: